

Verification Phase 1: Prepare

Verification Counting Sheet

Use this form to help you count the applications that are subject to Verification.

		Eligibility Status	Extend to all Household members?	Directly Certified?	Count toward Verification sample?
Household Paper Applications	Case # Application	Free	✓		✓
	Homeless/Migrant/Runaway	Incomplete, must confirm with liaison			
	Foster Box checked	Free			✓
	Income Application- Free	Free	✓		✓
	Income Application- Reduced	Reduced	✓		✓
	Income Application- Paid	Paid	✓		
	CNP Direct Certification Match Results (SNAP/TANF/FDPIR)	Free	✓	✓	
	CNP Direct Certification Match Results (Foster, Migrant)	Free		✓	
	Notice to Provider (Foster)	Free		✓	
	Confirmed Homeless/Migrant/Runaway Liaison Lists	Free		✓	
	Head Start/Even Start Enrollment Roster	Free		✓	
	TANF Agency Letter	Free	✓	✓	
	FDPIR Agency Letter	Free	✓	✓	
	SNAP Agency Letter	Free	✓		

***If household completed an application prior to the child being directly certified, the application would be filed with all other directly certified applications and not be included in the verification sample.**